

**Minutes**  
**Alamo Area Council of Governments**  
**Executive Committee Meeting**  
**Al J. Notzon III Board Room**  
**8700 Tesoro Drive, Suite 100**  
**San Antonio, TX 78217**  
**Wednesday, October 19, 2016**

**MEMBERS PRESENT**

Judge Chris Schuchart - Executive Committee Chair  
 Mayor John Williams - Board Chair  
 Judge Richard Evans  
 Judge Robert Hurley  
 President Katie Reed  
 Judge James Teal

**ALTERNATES PRESENT**

Amy Putney for  
     Commissioner Tommy Calvert  
 Walter Ague for  
     Councilman Ron Nirenberg

**MEMBERS ABSENT**

Mayor Robert Gregory  
 Commissioner Jim Wolverton

**STAFF PRESENT**

Diane Rath  
 Cliff Herberg  
 Tim Trevino  
 John Clamp  
 Susan Lodge  
 James Devine  
 Annie Erickson  
 Susie Ernst  
 Tiffany Harris  
 Deedra Johnson  
 Marcela Median  
 Joseph Monyer  
 Mayra Rivero  
 Blanca Tapia  
 and Other Staff

**Requested All Electronic Devices Be Silenced**

1. Chairman Schuchart called the meeting to order at 10:45 a.m.
2. Roll call was taken and a quorum was established.
3. There were no public comments given.
4. Consider and act upon the recommendation to approve the July 20, 2016 minutes. -  
Chairman Schuchart

Moved by President Katie Reed, seconded by Judge James Teal, to approve the July 20, 2016 Minutes with no corrections. The motion carried unanimously.

**Vote: 8 - 0**

**Executive Director**

- 5.

Executive Director Rath presented the following Agency updates to the Executive Committee members:

- A. Staffing Updates
  
- B. Program Status and Operational Updates
  - 1) General Administration
  - 2) Area Agencies on Aging
  - 3) Alamo Local Authority
  - 4) Alamo Regional Transit- ART recently received a 2016 Excellence in Regional Transportation Award from NADO.
  - 5) External Affairs & Communications - Newly Designed AACOG Website, Annual Meeting
  - 6) Public Safety
  - 7) Natural Resources
  - 8) Regional Services - AACOG received a NADO Innovation Award for our work on the DEAAG Grant.
  - 9) Resource Recovery
  - 10) Veterans
  - 11) Weatherization Assistance Program
  
- D. Organizational and General Administration Updates
  - 1) Policy Review, Diane Rath
  - 2) Chief Financial Officer, John Clamp
  - 3) General Counsel, Cliff Herberg

### **Executive Session**

- 6. The Executive Committee convened into executive session at 10:58 a.m. to deliberate and receive advice regarding the following pending or contemplated litigation and legal matters concerning privileged client information deemed confidential by Rule 1.05 of the Texas Disciplinary Rules of Professional Conduct in accordance with Section 551.071, of the Texas Government Code, consultation with Attorney: - Cliff Herberg
  - A. Pending litigation involving former employee:  
  
Martha Spinks; and
  
  - B. TWC Unemployment Claims:  
  
Deidre Powell  
Richard Morales  
Rose Ryan; and
  
  - C. Pursuant to Section 551.076 of the Texas Government Code, to deliberate upon the deployment, or specific occasions for implementation, of security personnel or devices or security audit: and
  
  - D. Real estate pursuant to Section 551.072 (real property) of the Texas Government Code.

7. Discuss and consider action on items discussed in executive session. - Chairman Schuchart

No action was needed or taken. Regular session of the Executive Committee reconvened at 11:15 a.m.

### **Administration**

8. Discussion and appropriate action on the recommendation to enter into a 1-year contract beginning January 1 through December 31, 2017 with Computer Solutions for IT managed services in an amount not to exceed \$360,000. - Cliff Herberg

Moved by Mayor John Williams, Board Chair, seconded by Judge Robert Hurley, to recommend entering into a 1-year contract beginning January 1 through December 31, 2017 with Computer Solutions for IT managed services in an amount not to exceed \$360,000 and forward the item to the Board of Directors agenda for approval. The motion carried unanimously.

**Vote: 8 - 0**

### **Financial**

9. Discussion and appropriate action on the recommendation regarding the 3rd quarter 2016 financial report. - John Clamp

- A. Balance Sheet
- B. Revenue and Expenditures
- C. Administrative Budgets
- D. Investment Summary

Moved by President Katie Reed, seconded by Mayor John Williams, Board Chair, to recommend approval of the 3rd quarter 2016 financial report items 9A-9D and forward the item to the Board of Directors agenda for approval. The motion carried unanimously.

**Vote: 8 - 0**

10. Discussion and appropriate action on the recommendation to approve the proposed 2017 AACOG Budget as follows: - John Clamp

- A. AACOG Organizational Chart
- B. 2017 Annual Budget Summaries and Spreadsheets
  1. 2017 Agency Roll Up
  2. 2017 Program Budgets
  3. 2017 Administrative Budgets (Indirect)
  4. 2017 Local Budgets

Moved by Mayor John Williams, Board Chair, seconded by President Katie Reed, to recommend approval of the proposed 2017 AACOG Budget Item 10B 1-4 and forward to the Board of Directors agenda for approval. The motion carried unanimously.

**Vote: 8 - 0**

- 11. Discussion and appropriate action authorizing the Executive Director and CFO to secure a line of credit with Schertz Bank & Trust (SB&T). - John Clamp

Moved by Mayor John Williams, Board Chair, seconded by Judge Richard Evans, to approve authorizing the Executive Director and CFO to secure a line of credit with Schertz Bank & Trust (SB&T) and forward the item to the Board of Directors consent agenda. The motion carried unanimously.

**Vote: 8 - 0**

- 12. Discussion and appropriate action authorizing the Executive Director to submit the Texas County & District Retirement System (TCDRS) Plan Year Employer and Employee Contribution rates. - John Clamp

Moved by Judge Richard Evans, seconded by President Katie Reed, to approve authorizing the Executive Director to submit the Texas County & District Retirement System (TCDRS) Plan Year Employer and Employee Contribution rates and forward the item to the Board of Directors consent agenda. The motion carried unanimously.

**Vote: 8 - 0**

- 13. Items to be placed on the Board of Directors meeting agenda from the Executive Committee.

None

- 14. Items to be placed on the agenda for the next Executive Committee meeting.

None

- 15. Chairman Schuchart announced the next meeting is tentatively scheduled for Wednesday, November 16, 2016 at 10:00 a.m. in the Al J. Notzon III Board Room.

- 16. There being no further business, Chairman Schuchart adjourned the meeting at 12:25 p.m.

Approved: Chris Schuchart 1-25-2017  
 Chris Schuchart, County Judge, Medina County      Date  
 AACOG Executive Committee Chairman  
 AACOG Board of Directors - Vice Chairman